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Central Intelligence Agency



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1 February 1983

## MEMORANDUM FOR THE DDCI

SUBJECT : Agency's Entry on Duty Processing System - Inspection Report

REFERENCE: Your memo dated 13 January 1983, same subject

1. Referent memorandum addresses both the Career Trainee program and EOD processing across-the-board, and calls for a status report. The Inspector General's report on EOD processing has been received and will be sent to you separately. It contains eleven recommendations, eight of which represent improvements to the existing system, are not controversial and are being implemented or are easily implementable. The remaining three (Nos. 8, 9.a. and 9.b.) call for organizational changes and a new applicant processing system, with which there are strong reactions from OP, OS or OMS. Certainly decisions on these recommendations will affect future CT processing as well as your charge to streamline the whole system.

Status: CT Task Force

2. Sam has been working full time for one month now. Physical consolidation in Chamber of Commerce is scheduled for February, with the DO/CMS branch of ten moving into the EEO space. [Those peripatetic souls will go first to Ames, then finally to  The OP/Career Trainee Staff already in C of C numbers 20. Sam has identified 2 DI, 1 DA and 2/3 more DO officers plus 3/4 clerical to add to the Task Force. 25X1 Secure phones are available, but one green line addition for the vacated OEEEO space is required. A temporary fan account has been established for Sam to control, which will include both the extant OP and CMS accounts; Sam estimates a need for an additional \$3-400,000. DDA cooperation on administrative details has been superb.

3. As of 20 January, files in process numbered  this will rise to  as 25X1 of 31 January (when all data are in), or about 10% above December. The impact of the advertising campaign and more aggressive recruiting begun before formation of the Task Force is beginning to show. The two DI additions will increase the "academic associates" program undertaken now by two DO officers; currently 132 faculty members from 60 universities are involved. Only 13 faculty members contacted refused to help, and none of them angrily. Sam plans to lean more heavily on these academic contacts than on advertising. He plans to head for Boston and New York in about three weeks, after co-location occurs; then travel every several weeks to other locations.

4. Sam projects that we will not reach 190 by 1 October but do expect to do so by the end of the calendar year. Given the success of putting DDI applicants in the pipeline, this is probably fortuitous, since if we did get them all in FY 83, we'd probably have to hold off on some of Gates' people. Then, too, there are classroom and

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billeting capacity problems, [ ] currently being used at 90% capacity. Had we got them, we could have trained 120 CTs. [But also, we could go back to three classes at 60 each over a 15 month period.]

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5. Retirements and reassignments will address the faculty issues at [ ] OTE is having difficulty lining up 22 instructors and the DDO must get behind that effort. Future staffing planning should ensure that half the staff doesn't turn over at one time.

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#### Overall Applicant Processing

6. Attached is a brief report from Jim Glerum, summarizing the visible beginnings of changes introduced in the existing EOD processing system. Included are a reflection of better focused requirements, a reduction in the pipeline of 35%, OMS reduction in PATB processing time, gain from the security expeditor effort and a doubling of OS polygraph capability beginning this month.

7. Also relevant to streamlining, of course, is the planned location of interacting OS, OP and OMS entities in the new [ ] Building. I have told Sam and Jim that a desirable goal would be to have made sufficient progress on the CT front (as well as other processing areas) that we could abolish the Task Force at about the time the last unit moves into the [ ] Building, assuming that will occur toward the end of the calendar year.

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